



Virginia Occupational Safety and Health



VOSH Program Directive: 02-066

Issued: May 12, 1989

Subject: **Pre-Inspection Review of Most Frequently Cited Standards by SIC Code.**

**A. Purpose.**

This directive establishes procedures for CSHO pre-inspection review of statistics on the most frequently cited standards by SIC Code for the establishment to be inspected.

**B. Scope.**

This directive applies to all VOSH personnel.

**C. Reference.**

Not Applicable.

**D. Cancellation.**

Cancel memo dated March 17, 1989 from Elliott Scruggs and Clarence Wheeling addressed to VOSH Enforcement Personnel; on the subject of Most Frequently Cited Standards by SIC Code.

**E. Action.**

The Assistant Commissioner, Directors and Supervisors shall assure that VOSH personnel comply with the requirements of **this directive.**

**F. Expiration Date.**

Not Applicable.

**G. Summary.**

On March 17, 1989, the VOSH Enforcement Directors distributed a memo to Enforcement Personnel adopting the policy outlined below in H. This directive cancels and replaces the March 17 memo.

All Regional and Field Offices have been supplied with copies of the Lists of Most Frequently Cited Standards by SIC Code (ten year history). The SIC Code range is from 0110 to 9999 and the printout is in three

columns and reads from left to right. The list provides the following information:

1. SIC Code
2. Standard Cited
3. Total Number of times the Standard was cited
4. Total penalties assessed
5. Total number of times the standard was cited as Serious, Willfull or Repeat
6. Total penalties assessed for serious, willful or repeat violations

## H. Background.

Beginning with all inspections that are open on or after March 20, 1989, the inspector shall copy the relevant page of the SIC code prior to each inspection (if the SIC Code is known - if not, the relevant page shall be copied as soon as the SIC Code has been determined), and include it in the case file for supervisory review.

Regional Supervisors shall review the SIC Code page during the casefile review process prior to citation issuance or closing the case due to NCI.

Carol Amato  
Commissioner

no e-Attachment: One-Page Example of List Containing the Most Frequently Cited Standards by SIC Code.  
(Hard copy only)

**Distribution:** Commissioner of Labor and Industry  
VOSH Assistant Commissioner  
VOSH Technical Services Director  
Directors and Supervisors  
Safety and Health Staff  
OSHA Regional Administrator, Region III